



**UNIFIED WORK PROGRAM**

**AGENDA - FINAL**

Wednesday, May 10, 2023

1:00 PM

**Please join from your computer, tablet or smartphone.**

**Join Zoom Meeting**

<https://us06web.zoom.us/j/81353599525?pwd=MzdYQ1duSkFrMWNCN0lOaklxei9OQT09>

**Meeting ID: 813 5359 9525**

**Passcode: 280595**

**One tap mobile**

**+13126266799,,81353599525#,,,,\*280595# US (Chicago)**

If you would like to speak during a public meeting, email your statement or question to [info@cmap.illinois.gov](mailto:info@cmap.illinois.gov) at least 24 hours before the meeting. CMAP staff will read aloud submitted comments and allow any others who wish to speak during time scheduled for public comment.

If you require a reasonable accommodation or language interpretation services to attend or join the meeting, please contact CMAP at least five days before the meeting by email

**1.0 Call To Order**

**2.0 Agenda Changes and Announcements**

**3.0 Approval of Minutes**

**3.01 Minutes from December 14, 2022**

[23-246](#)

ACTION REQUESTED: Approval

**Attachments:** [UWP Meeting Minutes \(14-Dec-2022\)](#)

**4.0 New Business**

**4.01 Overview of MPO functions and UWP Committee**

[23-247](#)

PURPOSE & ACTION: Presentation on the core functions required of the MPO and the role of the UWP committee.

ACTION REQUESTED: Information

**4.02 UWP Reporting Requirements**[23-248](#)

PURPOSE & ACTION: Overview of required reporting activities for member agencies.

ACTION REQUESTED: Information

**4.03 State FY24 UWP Committee Schedule**[23-249](#)

PURPOSE & ACTION: Approval of future meeting dates of the UWP committee.

ACTION REQUESTED: Approval

**Attachments:** [UWP FY2024 Meeting Schedule](#)

**5.0 Other Business****6.0 Public Comment**

This is an opportunity for comments from members of the audience. The amount of time available to speak will be at the chair's discretion. It should be noted that the public comment period will immediately follow the last item on the agenda.

**7.0 Next Meeting**

The next meeting is scheduled for July 19, 2023 and will be held in-person.

**8.0 Adjournment**

## UNIFIED WORK PROGRAM

### MEETING MINUTES - DRAFT

Wednesday, December 14, 2022

1:00 PM

**December 14, 2022**

Please join from your computer, tablet or smartphone.

<https://us06web.zoom.us/j/81072268985?pwd=bElQZEd3YTRaUklvb1JQSDhTWG1Sdz09>

**Meeting ID: 810 7226 8985**

**Passcode: 852028**

**One tap mobile**

**+13126266799,,81072268985#,,,,\*852028# US (Chicago)**

**+13092053325,,81072268985#,,,,\*852028# US**

### 1.0 Call To Order

Chair Michael Vanderhoof called the meeting to order at 1:01 pm., and reminded the members that the meeting was being live-streamed, and asked staff to call the roll.

**Present:** CMAP Representative, CTA Representative, City of Chicago Representative, Collar Counties Representative, Metra Representative, Pace Representative, CoM Representative, and RTA Representative

**Absent:** IEPA Representative

**Non-Voting:** IDOT Representative, FHWA Representative, and FTA Representative

Members present:

- IDOT - Michael Vanderhoof (non-voting)
- CMAP - Alex Ensign
- CDOT - Buck Doyle
- Collar Counties - Scott Hennings
- Council of Mayors - Lenny Cannata
- CTA - Christina Bader
- Metra - David Kralik
- Pace- Dave Tomzik
- FHWA - John Donovan (non-voting)
- FTA - Anthony Greep (non-voting)
- RTA - Heather Mullins

Staff present: Daniel Olson, Ryan Ehlke, Amy McEwan, Erin Aleman, Piotr Wietrzak, Kama Dobbs, Aimee Lee, Linda Mastandrea, Tricia Hyland, Tim McMahan, Jennie Vana, Laurent Ahiablame, Michael Kray, Jose Portillo, Phoebe Downey, Stephane Phifer

Others present: Kris Skogsbakken, Scott Hennings, Jackie Forbes, Brandon Geber, Kaci Crowley, Dustin Clark, Heidi Lichtenberger, Doug DeLille

## 2.0 Agenda Changes and Announcements

No agenda changes were requested.

CMAP Executive Director Erin Aleman provided opening remarks and introduced Aimee Lee as the Deputy of Transportation at CMAP, Aimee is working to coordinate with transportation related committees. Director Aleman explained that while this year's UWP did not include a Competitive program, CMAP intends to return to a Competitive program in the future. CMAP will be working to define what activities constitute a Core program and how to measure progress and performance.

## 3.0 Approval of Minutes

### 3.01 Minutes from November 16, 2022

[22-576](#)

**Attachments:** [MeetingMinutes16-Nov-2022](#)

*A motion was made by RTA Representative Mullins, seconded by City of Chicago Representative Doyle, that the minutes be approved. The motion carried by the following vote:*

**Aye:** CMAP Representative, CTA Representative, City of Chicago Representative, Collar Counties Representative, Metra Representative, Pace Representative, CoM Representative, and RTA Representative

**Absent:** IEPA Representative

**Non-Voting:** IDOT Representative, FHWA Representative, and FTA Representative

## 4.0 New Business

### 4.01 FY24 UWP Core Proposals

[22-577](#)

**Attachments:** [12.10.22 Memo - Final UWP Proposals for Approval](#)

CMAP Director of Strategic Alignment and Innovation Alex Ensign provided an overview for the rationale behind the revised UWP budget proposal. CMAP intends to think clearly about what constitutes core MPO activities, the revised proposal incorporates and closely reflects the 5-year historical average portion of the budget for each agency.

David Kralik (Metra): Moving excess funds over Pace's request seems to have moved to CMAP's allocation, what was the rationale behind this move and how will those fund be used?

Amy McEwan: Preponderance of responsibilities fall to CMAP. CMAP is working through requirements from IJJA and other entities to meet their responsibilities and allocating out the remainder. Future efforts will aim to identify target allocations in advance of the proposals.

Erin Aleman: CMAP's required report on the future of transit and other additional responsibilities has added work that CMAP must complete but does not have a funding source.

Christina Bader (CTA): Understands that having a formula is a good place to start, however the 5-year historical average may not reflect current needs of the agencies.

Dave Tomzik (Pace): Historic funding does not reflect the increase of responsibilities of the implementing agencies.

Mike Vanderhoof (IDOT): Acknowledged the additional responsibilities of agencies.

*A motion was made by City of Chicago Representative Doyle, seconded by Collar Counties Representative Hennings, that the proposal be approved. The motion carried by the following vote:*

**Aye:** CMAP Representative, CTA Representative, City of Chicago Representative, Collar Counties Representative, Metra Representative, Pace Representative, CoM Representative, and RTA Representative

**Absent:** IEPA Representative

**Non-Voting:** IDOT Representative, FHWA Representative, and FTA Representative

## **5.0 Other Business**

## **6.0 Public Comment**

This is an opportunity for comments from members of the audience. The amount of time available to speak will be at the chair's discretion. It should be noted that the public comment period will immediately follow the last item on the agenda.

No public comment was received.

## **7.0 Next Meeting**

The next meeting will be May 10, 2023 at 1:00 pm.

## **8.0 Adjournment**

The meeting was adjourned at 1:28 pm.

Minutes prepared by CMAP staff Ryan Ehlke.



**MEMORANDUM**

**To:** UWP Committee  
**From:** Alex Ensign  
Director of Strategic Alignment and Innovation, CMAP  
**Date:** May 10, 2023  
**Re:** FY2024 UWP meeting schedule

During the May 10 meeting, CMAP staff will share an overview of the Unified Work Program with the members of the UWP Committee, including core MPO responsibilities and reporting requirements. Approval is requested for the schedule of State Fiscal Year 2024 meeting dates below. The full schedule of meeting topics will be shared and discussed during the July 19, 2023 meeting, when CMAP staff will share peer review results and potential core and competitive process improvements for committee discussion.

The proposed State Fiscal Year 2024 UWP schedule is:

<b>Meeting</b> July 19, 2023 – 1:00 p.m.	<b>Meeting</b> December 13, 2023 – 1:00 p.m.
<b>Meeting</b> September 13, 2023 – 1:00 p.m.	<b>Meeting</b> May 8, 2024 – 1:00 p.m.
<b>Meeting</b> November 8, 2023 – 1:00 p.m.	

ACTION REQUESTED: Approval